

How to Set Your Club Goals on Rotary Club Central

Open your Internet Browser program,

ie: Internet Explorer version 9+, Mozilla Firefox, Apple Safari, etc

Then, go to the Rotary International web site: <http://www.rotary.org/myrotary/en>

When the Rotary International Site page shows up, find the words
“WELCOME TO ROTARY’S COMMUNITY”.

Below those words, click on the blue box labeled “SIGN IN/REGISTER”

If you haven’t previously signed into this web site and don’t as yet have a password, click on the
“CREATE ACCOUNT” box and follow the instructions. When you have a password, etc., sign
into the site. It would be a good idea to click “Remember Me” so that your computer will
remember your My Rotary Sign in Email and Password.

When on the “MY ROTARY” page, scroll down and view the left side of the page heading “MY
CLUB SNAPSHOT” column.

Continue to scroll down until you reach the words “ROTARY CLUB CENTRAL”.

Click on the blue box labeled “VIEW GOALS”.

A new page will open up, labeled “Rotary Club Central”
and will say “WELCOME (Your Name)”. (Club View Page)

This page shows three tabs... The left most tab is labeled “Your Club” and will be highlighted.

Below, trends are shown.

Scroll down to “GOALS AND PROGRESS”, select the year 2014-2015 tab.

To set your goals, click on the “EDIT” box located to the right of each goal, i.e.:

Membership retention, Rotarian Engagement, Club Communication, Public Relations

When finished setting and saving goals listed under the “Your Club” tab,
click on the “Service” tab at the top of page.

To set your 2014-2015 service goals, click on the 2014-2015 tab and edit:

Service projects & activities, New Generations Clubs and New Generations participants.

After setting “Service” goals, click on the “Foundation Giving” tab at the top of page.

Select the 2014-2015 year, then edit and set your “Annual Fund Goals”, “Polio Plus Fund” Goal
and “Major Gifts & Endowment Fund Goals”.

That’s it ! Remember: You can add to, change or update your goals at any time.

When finished, go back to the top of the “MY ROTARY” page, and find the small purple box
next to your name. Highlighting the box will cause a small drop down menu with options of
going to your profile or signing out.